

Sullivan County NH

Type of meeting: Board of Commissioners – FY 08 Budget Finalization
Meeting Minutes

Date/Time: Tuesday, May 1, 2007; 1:00 PM (The meeting began late as a previous meeting in the same room did not convene on time)

Place: Newport – Remington Woodhull County Complex, 14 Main Street, 1st Floor, Commissioners' Conference Room.

Attendees: Commissioners Ethel Jarvis – *Chair*, Bennie Nelson – *Vice Chair* and Jeffrey Barrette – *Clerk*; Ed Gil de Rubio – *County Manager*; Scott Wojtkiewicz – *S.C.H.C. Administrator*; Heidi Smith – *Director of Nursing*; Brenda Ferland – *E.F.C. of the Delegation, Chair*; and Sharon Johnson-Callum (*minute taker*).

Other public attendees: Peter Franklin – *Delegation Chair*, Aaron Aldrich – *Eagle Times report* and Mr. Haas (arrived approximately 2:45).

EXPENSES

40.492 Marketing Total \$146,253

2:33 A motion was made, by Commissioner Barrette, to accept the marketing budget for the Sullivan County Health Care, as it was written [\$146,253]. Commissioner Nelson seconded the motion. A voice vote was taken. The motion carried, unanimously.

40.500 Administration Total \$1,559,551

Commissioner Jarvis questioned the Business Manager position at \$40,000. Mr. Gil de Rubio described the duties and provided an overview of the current Business Office at S.C.H.C. The person taking on the position would be expected to work with Julie Woodman, help with receivables, work closely with S.C.H.C. Administration on payables, act as liaison with Dodi Violette, and provide sharper accounting skills. They would expect the position to evolve further to perform GAAP close outs, financials reports, monthly reports closed out based on GAAP standards, cash flow on monthly basis, special reports – such as call outs on staffing, and someone, over the next few years, to become the Financial Director, and to, at least, take classes to hold an Associate degree. Mr. Wojtkiewicz described the tasks of current staff. The receptionist location was discussed.

Commissioners discussed changing the total on 40.500.10001 to reflect the following:

- ❑ reduce the Business Manager salary from \$40,000 to \$32,500, reflecting a \$7,500 decrease, which would reduce 40.500.1001 total from \$91,989 to \$84,489
- ❑ change the FTE receptionist position to two PTE's, in order to reduce fringe benefits. The group noted this would change the benefit lines throughout the entire account.

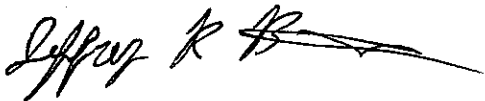
Commissioner discussed Contract Services line 40.500.12029, which currently has a total @ \$649,282. They considered reducing the Genesis amount from \$450,000 to \$240,000. The Commissioners requested a comparison of Administrative salaries for all other counties and industry wide, which Mr. Gil de Rubio will attain. Commissioner Jarvis wanted the minutes to reflect, she wants Genesis out of Sullivan County Health Care.

3:19 p.m. **A motion was made by, Commissioner Nelson, to approve 40.500 at \$1,421,145.00, to include readdressing the salaries [with the reduction to \$32,500 for Business Salary, making the FTE two PTE's, and reducing Genesis from \$450,000 to \$240,000]. Commissioner Barrette seconded the motion. Discussion: it was noted the reduction of the PTE to two FTE's would change benefits, so if benefits changed, to adjust those lines accordingly. A voice vote was taken. Commissioner Nelson and Barrette approved. Commissioner Jarvis did not approve. The motion carried, with the majority.**

3:20 **A motion was made to adjourn in order to pick up the regular business meeting portion.**

The group noted they would reconvene the FY08 budget discussions on May 8, 2007 at

Respectfully submitted,



*Jeffrey Barrette, Clerk
Board of Commissioners*

JB/s.j-c.

Date signed on:

5/25/07